



*for a living planet*<sup>®</sup>

### Application of the Frontier Closed Area (FCA) Permit - Information

Due to system upgrade, captioned hyperlink is temporary suspended. For applying or renewal of Frontier Closed Area (FCA) Permit, please complete the application form together with required documents then email to [maipo@wwf.org.hk](mailto:maipo@wwf.org.hk) or by fax at (+852) 2471 0325. Furthermore, our postage address is Mai Po Visitor Centre, San Tin, Yuen Long, N.T.

### **Method of Application**

To apply or renew FCA Permits, please submit the following items by person or mail them to the address in point 5 :

1. Photocopy of H.K.I.D. card;
2. Photocopy of WWF Hong Kong Membership Card;
3. Photocopy of "Mai Po Marshes Entry Permit" (issued by the Agriculture, Fisheries & Conservation Department) &
4. Signed original copy of the attached "Declaration"
5. Payment: HK\$130. Cash by person or by post, please provide the cheque or bank-in slip with the above document (Attention to the Administration Officer / Address: Mai Po Nature Reserve, San Tin, Yuen Long, N.T., Hong Kong).
  - Cheque payable to "World Wide Fund For Nature Hong Kong"
  - Bank-in: "World Wide Fund For Nature Hong Kong", HSBC account: 111-385-316-292

### **Remarks**

1. All FCA Permits will be expired on 4<sup>th</sup> March every year.
2. To renew FCA Permits, please hand in the application before 31<sup>st</sup> December every year in order to facilitate the procedure.
3. To collect the FCA permits, please bring along the Hong Kong Identity Card and valid WWF-HK membership card to collect the FCA permit at the Visitor Centre of Mai Po Nature Reserve. Please return the old permit. Authorization letter with the copies of applicant's HKID and WWF-HK membership card is needed if the applicant authorizes another person to collect the permit.
4. Application that missing any of the above items is not accepted.
5. Fee is non-refundable.

If you have any questions, please contact WWF Hong Kong, Mai Po Administration Officer at Tel: 2526-1011 or by e-mail at [maipo@wwf.org.hk](mailto:maipo@wwf.org.hk) . Thank you for your attention.

**PERSONAL DATA**  
**Application for a Closed Area Permit**

Declaration  
(To be signed by individual applicant)

**Official only**

Date: \_\_\_\_\_

Payment:

Cash/ CC/ Bank-in/

Chq. (# \_\_\_\_\_)

Staff: : \_\_\_\_\_

Year of Application: \_\_\_\_\_ to \_\_\_\_\_ (Due date: 4<sup>th</sup> March every year)

Name: (Chinese) \_\_\_\_\_ (English) \_\_\_\_\_

Identity Document Number: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail (to inform the collecting details): \_\_\_\_\_

I hereby consent WWF Hong Kong (name of company/organization) to provide my personal data to the police for the purpose of Closed Area Permit/Closed Road Permit application.

I consent to Police conduction investigation into aforementioned information in order to ascertain its accuracy.

I understand that I am required to notify the permit issuing office either in person or in writing and return the permit should my staff no longer require access to the Closed Area.

I understand that I may be liable to prosecution for a criminal offence if I willfully give any information which I know to be false or do not believe to be true.

I understand that it is my responsibility to abide by the Code of Entry of the Mai Po Nature Reserve (could be read in WWF-HK website or the notice board of the carpark.)

I have read the information in the first page.

Document to be submitted:

- ☐ Photocopy of H.K.I.D. card;
- ☐ Photocopy of WWF Hong Kong Membership Card;
- ☐ Photocopy of "Mai Po Marshes Entry Permit" (issued by AFCD)
- ☐ Signed original copy of the attached "Declaration"
- ☐ Payment slip or copy (if not paying cash in person)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Remark: For renewal, please submit the application before 31<sup>st</sup> Dec.